

**AWARD OF MERIT**  
**(GOLD SEAL CHAPTER)**

Many local chapters of the Future Business Leaders of America have outstanding programs and projects and conduct their business in a commendable manner. The Missouri Chapter recognizes the achievements of those chapters that contribute in a special way to a better understanding of business and office careers, economic competency, and continuing education.

**ELIGIBILITY**

Each local chapter is eligible to enter this event.

**REGULATIONS**

1. An on line entry must be submitted no later than March 17.
2. An original or reproduced copy of the current annual report including a self-evaluation must accompany the entry form if the report is not entered in the Local Chapter Annual Report event. If the current annual report is entered in competition, the entry forms for both events, the Local Chapter Annual Report and the Award of Merit, should accompany the report.

**PROCEDURE**

1. At the beginning of each school year FBLA chapters should review the Gold Seal Chapter Award of Merit National Guidelines and the Award of Merit State Guidelines. These may serve as a guide for planning chapter activities.

**CRITERIA**

1. Paid state and national dues by October 20.
2. Submitted a copy of the Local Chapter Annual Business Report to the state office. The score on the Local Chapter Annual Business Report must be a minimum score of 30 points.
3. Conducted projects or programs identified with the goals of FBLA-PBL.
4. Encouraged other schools to organize FBLA, FBLA-Middle Level, or PBL chapters.
5. Invited business and professional men and women to become involved in chapter activities.
6. Conducted a public relations program in the school and community and documented the activities with newspaper clippings and reports of radio/TV coverage.
7. Sent one news article to the state office or state reporter.
8. Recruited professional members.
9. Participated in the National Recognition Award Program.

## Award of Merit Continued

10. Promoted FBLA-PBL.
11. Sent representatives to national, regional, state, and/or district conferences.
12. Participated in state and national project program(s) for the current year.
13. Visited business and industry as a planned chapter function.
14. Conducted financial development projects, if allowed by school administration.
15. Showed evidence of program and activity planning and self-evaluation.
16. Participated in a state-approved fundraiser or donated to the national travel fund to a minimum level of \$125.

## AWARDS

Certificates are presented to not more than 15% of active chapters in the state.

## REPRESENTATION AT NATIONAL

Not more than 15% of the local FBLA chapters in Missouri are nominated for the Gold Seal Chapter Award. A local chapter must have attended one or more conferences sponsored by the national association within the preceding three-year period (to include the current school year) and must have participated in one or more national projects during the current school year in order to be nominated by the state chairman for the National Gold Seal Chapter Award of Merit.

# AWARD OF MERIT EVALUATIVE CRITERIA

## (Self-Evaluation)

This evaluation is important because it can be used as a basis for constant evaluation, year-end evaluation, or diagnostic purposes.

An evaluation is of value only when its results are studied, weaknesses are corrected, and strong points are emphasized.

CHAPTER AND PROGRAM DEVELOPMENT	A rating of one is highest		
	1	2	3
1. Opportunities are created for members to study the purposes and organizational structure of FBLA.	_____	_____	_____
2. Activities and programs are planned early and are usually completed when planned.	_____	_____	_____
3. Activities and programs are organized so that students understand the need for them, participate in them, and relate them to a purpose or special project in FBLA.	_____	_____	_____
4. At least one program is career oriented.	_____	_____	_____
5. FBLA members are taken into the world of business.	_____	_____	_____
6. FBLA members actively recruit professional members.	_____	_____	_____
7. The business community is brought into the FBLA activities and programs.	_____	_____	_____
8. One program relates to consumer competency.	_____	_____	_____
9. One chapter activity shows interest in and concern for other human beings. (health service, etc.)	_____	_____	_____
10. Continuing education opportunities receive exposure in at least one program.	_____	_____	_____
11. The community is aware of FBLA activities by:			
appearances before civic, professional, or trade groups	_____	_____	_____
publicity in school or local papers	_____	_____	_____
radio or TV appearances	_____	_____	_____
community advisory committee	_____	_____	_____
FBLA Week activities	_____	_____	_____

## Evaluative Criteria Continued

	1	2	3
12. FBLA activities and programs are reflected in the business education department.	_____	_____	_____
13. Both time and procedure are designated for evaluating chapter activities and programs.	_____	_____	_____
14. Participated in the National Recognition Award Program.	_____	_____	_____

## LEADERSHIP DEVELOPMENT

1. Members recognize that FBLA activities include career information, consumer competency, free enterprise, and continuing education.	_____	_____	_____
2. Officer training is provided at the local level through the school or FBLA.	_____	_____	_____
3. Parliamentary training is provided locally.	_____	_____	_____
4. Opportunities are provided for members to participate in group or committee work.	_____	_____	_____
5. The chapter conducted an active campaign to increase membership locally.	_____	_____	_____
6. An effort was made to organize a new FBLA, FBLA Middle-Level, and PBL chapter in another school.	_____	_____	_____
7. The chapter participated in a cooperative activity with another student organization.	_____	_____	_____
8. A visit was made to another FBLA chapter meeting, the chapter served as host to a visiting chapter, or a joint meeting was held with a service club or another community organization.	_____	_____	_____
9. The chapter had a joint work project with another school or community organization.	_____	_____	_____
10. The chapter has had entries in competitive events within the last three years at:			
district	_____	_____	_____
state	_____	_____	_____
national	_____	_____	_____
11. A representative attended a national conference within the last three years.	_____	_____	_____

1. The executive committee meets regularly. \_\_\_\_\_
2. Business meetings are kept to a minimum when held with informative or entertaining programs or are held separate. \_\_\_\_\_
3. Minutes, attendance records, participation reports, and other necessary reports are on file. \_\_\_\_\_
4. Accurate financial records are on file. \_\_\_\_\_
5. Required reports are submitted on time. \_\_\_\_\_
6. Membership dues are submitted on time. \_\_\_\_\_
7. News releases and pictures are furnished to the state and national offices. \_\_\_\_\_
8. An activities report is submitted to the state office. \_\_\_\_\_
9. Fill in the "Project Date" columns below for the projects in which your chapter participated.

<u>State Projects</u>	<u>Project Date</u>	<u>National Projects</u>	<u>Project Date</u>
March of Dimes		March of Dimes	
Reach Out & Care		Join Hands	
National Travel Fund		Young Biz	
Joanne Newcomer Scholarship		FBLA-PBL Community Service Day	
Environmental Awareness		Knowledge Matters	
Camp Quality		American Enterprise Day	
In Praise of Age		Connecting Chapters	
RACE Into Reading		NLC Internship	
Other		National Recognition Program	
		Other	